

# HILLSBOROUGH GREENWAYS PROGRAM AND IMPLEMENTING COMMITTEE

## Introduction

The Hillsborough Greenways Program was established by the Board of County Commissioners in 1995 to implement the Hillsborough Greenways Master Plan. The Master Plan is a conceptual and strategic plan for creating and maintaining a county-wide greenway system. The Master Plan envisions a system of protected open space corridors and trails to conserve natural resources and provide opportunities for recreation and non-motorized transportation.

When the County Commission established the program, it created an implementing committee, the Hillsborough Greenways Committee. Membership includes local citizens, representatives of local governments, and utility company representatives. The Parks, Recreation and Conservation Department administers the program and provides technical and administrative support to the Committee. The Department also is responsible for the planning functions related to greenway trail projects in the unincorporated county.

## Hillsborough Greenways Committee

**Responsibilities and Activities:** The Hillsborough Greenways Committee addresses issues relating to the implementation of the Hillsborough Greenways Master Plan and is responsible for making recommendations to the Board of County Commissioners regarding those issues. Recommendations requiring BOCC action are forwarded to the Board of County Commissioners after review by the Parks and Recreation Advisory Board.

The Greenways Committee provides guidance to County staff involved in implementation and is active on a number of fronts to implement the Master Plan. Activities include –

- ❑ advocating protection of environmentally important lands that contribute to the greenway system,
- ❑ advocating adequate funding for land acquisition and management and for trails construction and operation,
- ❑ participating in public education and outreach activities,
- ❑ updating the Greenway System map,
- ❑ guiding development of new trail concepts, and
- ❑ prioritizing trail projects for local funding.

**Meetings:** Meetings are held quarterly, usually the second Tuesday in March, June, September and December. A citizen member may designate an alternate, to be confirmed by the Committee, to attend meetings that the member is unable to attend and to vote on the member's behalf. The Greenways Committee may replace any citizen member who misses a total of three (3) consecutive meetings. Government and utility members who miss more than three consecutive meetings may be requested to seek a replacement. A member is not considered absent if the member's designated alternate attends meeting.

## CITIZEN MEMBERS

**Appointment.** There are 12 citizen member positions on the Committee. Citizens are appointed to these positions by the Greenways Committee as a whole.

**General Qualifications.** To be considered for appointment to a citizen member position on the Committee, an individual must meet at least one of the following qualifications: 1) resident of Hillsborough County, 2) property owner or owner representative in Hillsborough County, or 3) business owner/representative in Hillsborough County. Individuals who represent a local government or government agency can not be appointed to a citizen member position on the Committee.

**Representation:** Of the 12 Citizen Members, eight (8) are appointed to represent the greenway-related interests listed below. Four (4) individuals are appointed to at-large positions.

**Greenway Interest Categories:** Greenway interest categories are listed below. The number in parentheses indicates the number of representatives from each category. Where applicable, the type of trail typically associated with a recreational activity is described in brackets.

- HIKING (1) [unpaved trails]
- HORSEBACK RIDING (1) [unpaved trails]
- "MOUNTAIN" BICYCLING (1) [unpaved trails]
- WALKING, JOGGING, BICYCLING, IN-LINE SKATING, ALTERNATIVE TRANSPORTATION (2) [paved, multi-use trails]
- CANOEING, KAYAKING (1) [rivers, creeks, and coastal preserves]
- NATURAL RESOURCES (2) [ e.g., water, wildlife, natural systems, native plants, riverine corridors, restoration, resource management, agricultural land]

**Length of Term:** The initial terms (beginning in 2000) are staggered, with six (6) members serving a term of three (3) years and six (6) members serving a term of four (4) years. Succeeding terms are three-year terms.

## UTILITY AND GOVERNMENT MEMBERS:

The three utility companies and four local governments represented on the Committee designate their representatives on the Committee. See Committee Composition, page 7.

## **Operating Procedures**

Meetings of the Hillsborough Greenways Committee are conducted as informally as possible, relying on Robert's Rules of Order to resolve procedural issues. In addition, the Greenways Committee follows the procedures described below, which address officers, member communications, meeting notice, meeting records, and decision-making.

### **A. Officers**

On an annual basis, the Greenways Committee shall elect a Chair, Vice Chair, and Recording Secretary. The Chair guides development of meeting agendas and conducts the meetings of the Greenways Committee, with administrative support provided by the Parks, Recreation and Conservation Department. The Chair, or his designee, also represents the Committee at various meetings in the community and before the Board of County Commissioners concerning implementation of the Greenways Master Plan. The Vice Chair assumes the duties of the Chair when the Chair is unable to do so. The Recording Secretary takes notes of Committee meetings and ensures the summary minutes prepared by Parks, Recreation and Conservation Department staff accurately reflect the proceedings of the Committee.

### **B. Member Communications**

Because the Greenways Committee is subject to Florida's Sunshine Law, discussion by Committee members of matters which may result in recommendations on which foreseeable action will be taken by the Board of County Commissioners can only occur during a noticed meeting.

### **C. Committee Meetings Open to Public; Meeting Notice**

All meetings of the Greenways Committee are open to the public, and the meeting location will be accessible by the public. Notice of Committee meetings will be given a reasonable time prior to the meeting, but no later than 24 hours before a meeting. Members will receive the meeting agenda and any accompanying meeting material. Others who have requested meeting notice will be sent the meeting agenda. The mailing list will be updated and revised as needed during the year.

Noticing of meetings to the public will be the responsibility of the Parks, Recreation and Conservation Department, which will notice meetings in accordance with the Communications Office noticing procedures. Meeting schedules and agendas will be maintained at the PRCD Office on the 24th floor of the County Center.

### **D. Record of Meetings**

The proceedings of Greenways Committee meetings will be recorded by the Parks, Recreation and Conservation Department in the form of summary meeting minutes and reviewed for accuracy by the Recording Secretary prior to the Committee's vote

to approve the minutes. The Parks, Recreation and Conservation Department will maintain a file of meeting minutes and attendance, which will be available to the public upon request.

**E. Decision-Making**

1. For the purpose of conducting the business of the full Committee, a quorum of the Committee, comprised of the Chair or Vice Chair and one-half of the filled voting member (or member's alternate) positions must be present.
2. The Committee has the discretion to delay a vote on a matter until more members are present.
3. A motion must be favored by a majority of those present to pass.

Operating Procedures

Approved October 24, 1995

Amended April 23, 1996

Amended July 18, 2000

Amended March 26, 2002

Amended December 15, 2003

Amended June 12, 2007

## Greenway Trail Project Prioritization

As established by the Hillsborough Greenways Master Plan, it is the responsibility of the Greenways Committee to provide direction for ranking Greenways Program trail projects for local funding. Approved trail concepts identified on the Hillsborough Greenway System Map are ranked by the Committee. These priorities are used by program staff to develop a list of ranked projects for incorporation into the County's Capital Improvement Program. The following criteria are considered by the Greenways Committee when ranking trail concepts:

### PRIORITIZING CRITERIA

1. **Facility Demand** - Facility demand is measured by the degree of public support for the project and the anticipated usage of the facility. The greater the public support for a project and/or the higher the anticipated usage of the facility, the higher the priority.
  - a. **Public Support** - Public support is measured by the degree of interest demonstrated by the public 1) at noticed public meetings held for the purpose of seeking public input, or 2) by letters received in support of/opposition to the project.
  - b. **Anticipated Usage** - For paved trail projects, the anticipated usage of the facility is a measure of anticipated "close to home" usage, based on the population in the vicinity of the proposed trail. Anticipated usage of paved trails will be measured by determining the number of people residing in proximity to the trail corridor.
2. **Connectivity** - Connectivity is measured by the degree to which the project connects to existing greenways, parks, libraries, historic sites, neighborhoods, shopping, or other major destination points, or to on-road bicycle or pedestrian facilities. The greater the connectivity, the higher the priority.
3. **Environmental Impacts** - Environmental impacts are measured by the degree of anticipated adverse impacts to protected natural resources, such as wetlands, natural water bodies, and significant wildlife habitat. The greater the degree of impact to these resources, the lower the priority. (Note: Information regarding environmental impacts is not always available at the time of ranking.)
4. **Benefits to Public** - Benefits to the public is measured by the total number of recreational, transportation, education and other benefits that would be derived by the public from the project. The greater the number of benefits, the higher the priority.
5. **Costs** - Costs are measured by the estimated cost per mile of the project. Costs include acquisition, design, and construction costs. The higher the costs, the lower the priority. (Note: Cost information is not always available or accurate at the time of ranking.)

6. **Land Acquisition**: Trail concepts which require land acquisition to complete receive a higher priority because the project would not be feasible if land acquisition is not completed.
  
7. **Funding Opportunity/Partnering** - Funding opportunity is measured by considering the factors affecting a project's funding status and the degree to which the project may be allocated funds from an outside funding program. The greater the funding opportunity, the higher the priority.

## Committee Composition, Membership and Liaisons

The Hillsborough Greenways Committee is composed of 19 voting members: eight citizen members (or alternates) representing greenway interests, four at-large citizen members (or alternates), representatives of the four local governments in Hillsborough County, and representatives of three utility companies. In addition, there are 13 designated liaisons to the Committee, representing various government agencies and programs. Committee members are listed below, followed by liaisons.

CITIZEN MEMBERS  
(listed by interest represented)

### **Canoeing/Kayaking**

Member: Alex Roberts Jan 2008 - Dec 2011  
Alternate: Michael Raff

### **Hiking**

Member: Richard Johnson Jan 2008 - Dec 2011  
Alternate:

### **Horseback Riding**

Member: Sandra Habora Jan 2007 - Dec 2010  
Alternate: Cathy Tuckerman

### **Mountain Bicycling**

Member: Julianne North Jan 2007 - Dec 2010  
Alternate: John Harrison

### **Walking, Bicycling, In-Line Skating / multi-use paved trails (2)**

Member: Donald Bly Jan 2008 - Dec 2011  
Alternate: Larry Weatherby

Member: Charles Calandra Jan 2007 - Dec 2010  
Alternate:

### **Natural Resources (2)**

Member: Ryan Bose Jan 2008 - Dec 2011  
Alternate: James Wheeler

Member: Rob Heath Jan 2007 - Dec 2010  
Alternate:

### **At Large (4)**

Member: Ed Crawford Jan 2007 - Dec 2010  
Alternate:

Member: Sally Thompson Jan 2008 - Dec 2011  
Alternate: Randy Stribling

Member: Jim Hartnett Jan 2007 - Dec 2010  
Alternate: Rochelle Gross

Member: Rich Rome Jan 2008 - Dec 2011  
Alternate:

UTILITY MEMBERS:

**Progress Energy**  
VACANT

**Tampa Electric Company**

Mr. Greg Nelson, Director  
Environmental Affairs  
Tampa, FL 33601

DESIGNEE: Mr. Stanley M. Kroh, Manager  
Compliance & Stewardship  
228-4257 (w)

**Tampa Bay Water**

Dr. Donald J. Polmann, Director  
Science and Engineering  
2575 Enterprise Road  
Clearwater, FL 33763  
727-796-2355

DESIGNEE: Ms. Janice Swenson,  
Water Res. Engineer

LOCAL GOVERNMENT MEMBERS:

**City of Tampa**

Ms. Karen Palus, Director  
Parks and Recreation Department  
7525 N. Boulevard  
Tampa, FL 33604

DESIGNEE: Ms. Karla Price, LA III  
Planning and Design Division  
231-1333

**Temple Terrace**

Mr. Kim D. Leinbach,  
City Manager  
11250 N. 56th Street  
Temple Terrace, FL 33617

DESIGNEE: Mr. Dana Carver,  
Parks Planner  
Parks & Rec. Dept.  
989-7180

**Plant City**

Mr. David Sollenberger  
P.O. Drawer C  
Plant City, FL 33564

DESIGNEE: Mr. Jack Holland,  
Director, Recreation & Parks  
1904 South Park Road  
Plant City, FL 33563-8113  
659-4200, ext. 4303

**Hillsborough County**

**VOTING MEMBER:**

Mr. Mark Thornton, Director  
Parks, Recreation & Conservation Dept.

DESIGNEE: Ms. Tina Russo,  
Sr. Park Manager, 801-6732

NON-VOTING MEMBER/ PROGRAM STAFF: Ms. Charner Reese,  
Principal Planner  
County Center, Floor 24  
P.O. Box 1110  
Tampa, FL 33601  
276-8388

**LIAISONS:**

**The Planning Commission**

Mr. Robert B. Hunter  
Executive Director  
601 E. Kennedy Blvd., Floor 18  
Tampa, FL 33602  
272-5940

**Metropolitan Planning Organization**

Ms. Lucie Ayer  
Executive Director  
601 E. Kennedy Blvd., Floor 18  
Tampa, FL 33602  
272-5940

DESIGNEE: Ms. Gena Torres  
Senior Planner

**Environmental Protection Commission**

Mr. Rick Garrity  
Executive Director  
1900 9th Avenue E  
Tampa, FL 33605  
627-2600

**FDEP Office of Greenways & Trails**

Ms. Marsha Connell  
2600 Blairstone Road, MS 795  
Tallahassee, FL 32399-2400  
(850) 488-3701; fax (850)-922-6302

**Florida Dept. of Transportation**

Mr. Kenneth Hartmann, P.E.  
District Secretary  
11201 N. McKinley Drive  
Tampa, FL 33612

DESIGNEE: Ms. Michelle Greene,  
Bicycle-Pedestrian  
Coordinator  
975-6000

**Florida Gas Transmission Company**

Mr. Jim Dowden  
V.P., Marketing  
P.O. Box 945100  
Maitland, FL 32794  
(407) 838-7006

DESIGNEE: Mr. Dan Swanson,  
Acct. Director  
(407) 838-7014

**Southwest Florida Water Management District**

Mr. Fritz Musselmann, Director,  
Save Our Rivers Program

DESIGNEE: Mr. Will Miller,  
Land Use Manager  
228-9858

**H.C. Environmental Lands Acquisition & Protection Program**

Mr. Forest Turbiville, Regional Parks and Conservation Services Manager  
Parks, Recreation & Conservation Department, 903-2258  
1101 River Cove Street, Tampa 33604

**H.C. Public Works Dept.**

Mr. Bob Gordon, Director  
272-5912

DESIGNEE: Mr. Richard Sanders,  
Gen. Mgr III  
Design & Eng. Support

**H.C. Real Estate Dept.**

Mr. Mike Kelly, Director  
272-5810

DESIGNEE: Mr. Anthony Haynes,  
Manager

**H.C. Budget Dept.**

Mr. Eric Johnson, Director  
272-6582

DESIGNEE: Mr. Tony Marciano,  
Budget Analyst  
276-8793

**County Attorney**

Ms. Renee Lee  
272-5670

DESIGNEE: Ms. Jane Rose,  
Sr. Assistant Co. Attorney